

## **Minute**

### **College Management Council Sub-committee**

Monday, 20 January 2020, 13:30.

Lecture Theatre, Orkney College, Kirkwall.



### **Present**

Councillors Stephen G Clackson, Alexander G Cowie, J Harvey Johnston, W Leslie Manson and Gwenda M Shearer.

### **Community Representatives:**

Beverly Clubley and Peter Slater.

### **Business Representatives:**

Roy Brown, Mark Jones and Rebecca May.

### **Student Representative:**

Kaila Shepherd.

### **Clerk**

- Sandra Craigie, Committees Officer.

### **In Attendance**

- James Wylie, Executive Director of Education, Leisure and Housing.
- Paul Kemp, Strategic Finance Manager.
- Peter Trodden, Solicitor.
- Craig Walker, Senior HR Adviser.

### **Orkney College**

- Edward Abbott-Halpin, Principal.

### **Observing**

- Neil Simco, Vice Principal, Research and Impact, University of the Highlands and Islands (for Items 2 to 5).
- Donna Wishart, Principal's PA and College Management Team Secretary.

### **Apologies**

- Malcolm Graves, Community Representative.
- Paul Jack, Student Representative.
- Steven Sinclair, Business Representative.

## Declaration of Interests

- No declarations of interest were intimated.

## Chair

- Beverly Clubley.

## 1. Disclosure of Exempt Information

The Sub-committee noted the proposal that the public be excluded from the meeting for consideration of Appendix 1 of Item 4, as the business to be discussed involved the potential disclosure of exempt information of the class described in the relevant paragraph of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

## 2. Revenue Expenditure Monitoring

After consideration of a joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, copies of which had been circulated, and after hearing a report from the Principal, Orkney College, the Sub-committee:

Noted:

**2.1.** The revenue financial detail in respect of Orkney College for the period 1 April to 31 December 2019, attached as Annex 1 to the joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, indicating a net overspend of £193,200.

**2.2.** The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 2 to the joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance.

Councillor Alexander G Cowie joined the meeting during discussion of this item.

## 3. Orkney College – Draft Revenue Budget

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Principal, Orkney College, the Sub-committee:

Resolved to **recommend to the Council** that the draft revenue budget for Orkney College for financial year 2020 to 2021, attached as Annex 1 to the report by the Executive Director of Education, Leisure and Housing, be submitted to the Policy and Resources Committee for consideration through the budget setting process.

Roy Brown joined the meeting during discussion of this item.

## 4. Orkney College – Strategic Review

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Principal, Orkney College, the Sub-committee:

Noted:

**4.1.** The proposal to undertake a Strategic Review of Orkney College.

**4.2.** That the planned Strategic Review would offer the opportunity to address both the strategic direction of the College, as well as the recommendations of the Policy and Resources Committee held on 28 November 2017, attached as Appendix 1 to the report by the Executive Director of Education, Leisure and Housing, thus ensuring that Orkney College was best positioned to address current and future educational needs in Orkney.

**4.3.** That the first stage of the Strategic Review, due to commence in late January 2020, would take the form of a scoping study and initial data gathering.

**4.4.** That the scoping study would be used to define the final scope of the Strategic Review, the process for which would include engagement with key stakeholders from both within the Council and externally, including businesses, the University of the Highlands and Islands, Highlands and Islands Enterprise and Skills Development Scotland, amongst others.

## **5. Conclusion of Meeting**

At 14:00 the Chair declared the meeting concluded.

Signed: B Clublely.